

SFP 10-14 Facilitator Screening Process Rationale and Overview

Thank you for your efforts to offer the Strengthening Families Program for Parents and Youth 10-14 to families in your county. As a trusted organization, it's our responsibility to provide a safe environment for all who participate and support the implementation of this impactful program throughout the state.

In an effort to protect youth, parents/caregivers, facilitators and others involved in the program at the local level, UW Extension requires the implementation of a **Facilitator Screening Process** for individuals who wish to facilitate SFP 10-14 sessions locally. This process is a systematic way to ensure that the facilitators of UW-Extension sponsored Strengthening Families Program for Parents and Youth 10-14 undergo criminal background checks.

Our colleagues in the 4H Youth Development Program Area have extensive experience with this process. Consequently, state leadership has adopted the 4H Youth Protection process as the model for statewide Strengthening Families 10-14 Program facilitator screening, though the process has been scaled back for SFP 10-14 to focus on criminal background checks via the WI Department of Justice and the WI Department of Corrections. Instructions, forms and details of how to implement the process are found below on the SFP 10-14 Program web site.

Because the process we are using parallels the 4H youth protection process, your 4H colleagues will be a good source of guidance on specifics, should you have any questions. You are also welcome to contact a member of the [Strengthening Families 10-14 Program State Team](#).

Thanks again for your work with this valuable cost-effective program for families. We have a powerful statewide story to tell!

Strengthening Families Program for Parents and Youth 10-14 Facilitator Screening Process

Effective September 1, 2006, UW-Extension colleagues who are involved in the SFP 10-14 program in their counties must conduct background checks on facilitators before the facilitators teach the program locally. The background check is necessary whenever the SFP 10-14 becomes "Extension's program" - that is, if UW-Extension colleagues are involved in leadership for the program including program promotion, coordination, teaching, and evaluation. When UW-Extension colleagues are members of local coalitions and partnerships, they should bring this topic to the group's attention and strongly encourage the group to adopt the background check process.

Background checks must be done in a way that is legally defensible; we will adopt the process 4H uses (Department of Justice online criminal background checks). This following process will go into effect and be ready for UW-Extension colleagues to use beginning September 1, 2006.

Strengthening Families Program for Parents and Youth 10-14 Facilitator Screening Process – Effective September 1, 2006

What: A systematic process to ensure that the facilitators of UW-Extension sponsored Strengthening Families Program for Parents and Youth 10-14 programs undergo criminal background checks.

Why: The purpose of the SFP 10-14 Facilitator Screening Process is to ensure the safety and well-being of all participants (i.e., youth, their parents and families, salaried and volunteer staff.)

Who: Individuals who are interested in or who have completed the official SFP 10-14 training and are being considered for involvement in local SFP 10-14 efforts.

When: This screening process is effective for new individuals trained after September 1, 2006.

Where: Screening SFP 10-14 facilitators is the responsibility of county UW-Extension faculty who are involved in the coordination, implementation and/or evaluation of the SFP 10-14.

How: UW-Extension faculty and staff should follow the guidance outlined in the ***Steps in Facilitator Screening Process*** document. This process models the system that the county 4H program uses to screen adult volunteers. Note: there is a fee for each background check done utilizing the WI Department of Justice online system, <http://www.doj.state.wi.us/dles/cib/crimback.asp>. This fee for background checks can be paid for by state funds if local funding is not available; contact Mary Huser before you begin this process to ensure costs will be handled properly.

All materials and links can be found on the Strengthening Families Program 10-14 web page at <http://www.uwex.edu/ces/flp/apps/flrc/team/parent/sfp1014.cfm> under ***Recruiting and Screening Facilitators***.